

**SECRET**

23 October 1951

NSC REVIEWED DOCUMENT AND HAS NO OBJECTION TO DECLASSIFICATION. 9/19/07

MEMORANDUM FOR: Special Assistant to Deputy Director (Administration)  
Mr. Peel

FROM : Comptroller

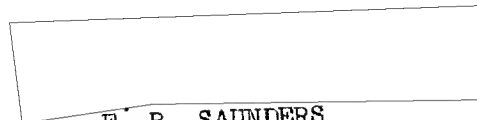
SUBJECT : Suggested Fiscal Year 1953 Budget Estimate for the  
Psychological Strategy Board

1. The suggested Fiscal Year 1953 Budget Estimate submitted to the Director of Central Intelligence by the Director of the Psychological Strategy Board has been reviewed as requested.

2. It is noted that the estimate includes an increase of 20 positions over the 1952 Revised Estimate which makes a total of 99 positions estimated as required for Fiscal Year 1953.

3. From the limited amount of justification given in support of the estimates for other objects it is very difficult to evaluate the amounts set forth. Additional information should be furnished to support the amount of \$27,500 listed under other contractual services and for the \$60,000 listed under 09 - equipment. This item in particular seems to be out of line since the estimate shows an increase of only 20 positions.

4. The preparation of the estimate has been discussed with the Budget Officer of the State Department who states that the estimate is a preliminary one and is subject to further study and revision as circumstances may warrant.

  
E. R. SAUNDERS

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Executive Reg  
1999

ADDRESS OFFICIAL COMMUNICATIONS TO  
THE DIRECTOR OF  
PSYCHOLOGICAL STRATEGY BOARD  
WASHINGTON 25, D. C.

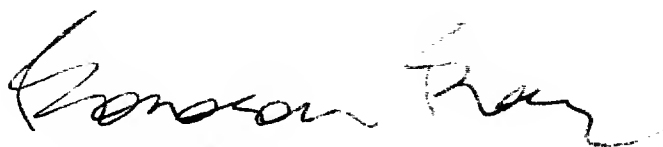
PSYCHOLOGICAL STRATEGY BOARD  
WASHINGTON

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October 17, 1951

MEMORANDUM OF TRANSMITTAL TO: Lt. General W. Bedell Smith  
Director of Central Intelligence

There is attached, for your consideration and action  
at the next Board meeting on October <sup>25</sup>~~27~~, a statement "Suggested  
Fiscal Year 1953 Budget Estimate as Compared to 1952 Estimate  
for Psychological Strategy Board", to which reference was made  
at the last meeting of the Board. This paper will be on the  
agenda of the meeting for such discussion as may seem necessary.

  
GORDON GRAY  
Director

att.  
as stated.

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11 December 1951

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**MEMORANDUM FOR:** Mr. Charles E. Johnson  
Deputy Executive Officer  
Psychological Strategy Board

**SUBJECT:** Establishment of Position of Asst. Director  
for Special Projects, GS-16; Nomination of  
Mr. C. Tracy Barnes as Asst. Director for  
Special Projects.

**REFERENCE:** Memorandum, dated 30 November 1951, from  
Mr. Gordon Gray to General W. Bedell Smith,  
same subject.

In accordance with our conversation of this morning, I  
am returning the letter herewith, as I understand you wish  
to withdraw it.

25X1

W. L. PEEL  
Special Assistant to the  
Deputy Director

1 Encl.  
Memo dtd 30 Nov 51

WLP:mgd

Distribution:  
Chrono  
Subj. file  
Executive Registry ✓

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Suggested Fiscal Year 1953 Budget Estimate as Compared to  
1952 Estimate for Psychological Strategy Board

Summary by Object Class

	Revised Estimate, <u>1952</u>	Estimate, <u>1953</u>
Total number of permanent positions	79	99
Full-time equivalent of all other positions	2	2
Average number of all employees	<u>55</u>	<u>83</u>
01 Personal services	355,250	525,775
02 Travel	14,040	24,340
03 Transportation of things	500	660
04 Communication services	3,160	4,800
05 Rents and utility services	750	1,100
06 Printing and reproduction	1,800	2,800
07 Other contractual services	27,000	27,500
08 Supplies and materials	5,600	7,600
09 Equipment	<u>45,000</u>	<u>60,000</u>
Total	453,100	654,575

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**Suggested Fiscal Year 1953 Budget Estimate as Compared to  
1952 Estimate for Psychological Strategy Board**

**Detail Justification**

	<u>Estimate, 1952</u>	<u>Estimate, 1953</u>
01 Regular Personal Services .....	\$ 481,500	\$ 597,275
Less Lapse .....	<u>-146,250</u>	<u>-96,500</u>
Net Permanent .....	335,250	500,775
Other OI Costs		
Miscellaneous personal services including 20 temporary consultants to be employed for an average of twenty days at \$45 per day; overtime is estimated at \$7,000.	<u>20,000</u>	<u>25,000</u>
Total Personal Services .....	355,250	525,775
02 Travel .....	14,040	24,340
Domestic travel and per diem for 40 round trips at average cost of \$220 per trip -- \$8,460		
Foreign travel and per diem for 12 round trips for 15 days each at average cost of \$1,240 per trip - \$14,880.		
03 Transportation of Things .....	500	660
Estimate of \$660 based on the Department-wide domestic experience of approximately one percent of the costs incurred for supplies and materials and equipment.		
04 Communication Services .....	3,160	4,800
Estimate of \$4,800 based on a factor of \$57 per man-year.		
05 Rents and Utility Services .....	750	1,100
Estimate of \$1,100 for equipment rental based on the Department-wide domestic experience factor of \$13.50 per man-year.		
06 Printing and Reproduction .....	1,800	2,800
Estimate of \$2,800 based on Department-wide domestic experience factor of \$33 per man-year.		
07 Other Contractual Services .....	27,000	27,500
Estimate of \$27,500 includes additional installation and maintenance cost of security alarm system; alteration cost of office space; telephone installations; reimbursement for guards and other services supplied by General Service Administration; includes estimated annual cost of wire news service; contract work for preparing charts, graphs, and exhibits for staff use.		
08 Supplies and Materials .....	5,600	7,600
Estimate of \$7,600 based on the Department-wide experience of \$71 per man-year. In addition, the estimate includes cost of newspaper subscriptions (\$400) and the purchase of special library books and publications (\$1,300).		

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	<u>Estimate 1952</u>	<u>Estimate 1953</u>
09 Equipment ..... The estimate of \$40,000 is based on office set-ups of furniture and equipment for currently requested new positions at \$533 each. There is an additional provision for set-ups to accommodate a few of the part- time consultants. This estimate also includes provision for procurement of special set-ups for additional super grade positions and large conference room furniture.	\$ 45,000	\$ 60,000
Total Estimated Obligations .....	453,100	654,575

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CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

NSC REVIEWED AND HAS NO OBJECTION TO DECLASSIFICATION OF THE UNREDACTED SEGMENTS OF THIS DOCUMENT.

TO	INITIALS	DATE
1 DD/A		10/18/51
2 Spec Asst to DD/A (Peel)		
3 DD/A.		
4		
5		

FROM	INITIALS	DATE
1 Asst. to Sec.		18 Dec 51
2		
3		

☐ APPROVAL      ☐ INFORMATION      ☐ SIGNATURE  
☒ ACTION by      ☐ DIRECT REPLY      ☐ RETURN  
☐ COMMENT      ☐ PREPARATION OF REPLY      ☐ DISPATCH  
☐ CONCURRENCE      ☐ RECOMMENDATION      ☐ FILE

REMARKS:

To Mr. Peel:

☐ says to proceed  
 along lines you and I discussed.

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